



DEPARTMENT OF THE ARMY
HEADQUARTERS, 15TH REGIMENTAL SIGNAL BRIGADE
FORT GORDON, GEORGIA 30905-5370

REPLY TO
ATTENTION OF:

ATZH-TB

20 July 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter 17: Privileges and Limitations for Initial Entry Training Soldiers

REFERENCES

A. TRADOC Regulation 350-6, Initial Entry Training (IET) Policies and Administration

1. **General:** To enhance the growth and development of Initial Entry Training (IET) Soldiers assigned and attached to the Brigade, the privileges and limitations below are in effect. Soldiers must earn these privileges – they are not rights. Based on recommendations from the chain of command or personal knowledge of substandard performance or misconduct, Company Commanders have the discretion to deny privileges outlined in this policy. Academic instructor statements of performance and behavior will also be evaluated and considered when granting privileges. Additionally, Company Commanders must get Battalion Commander approval to grant exceptions to the limitations outlined in this policy. The phasing privileges outlined in TRADOC Regulation 350-6, paragraph 2-3, serve as the outer boundaries for IET Soldiers at Fort Gordon and Fort Meade. Non-IET Soldiers are considered cadre and will therefore adhere to all policies that govern permanent party Soldiers.

2. For purposes of this Policy Letter, the Brigade Area of Operations is bordered by: Kilborne St (including Wainwright Circle), 25th Street, Lane Avenue, 8th Avenue, the Hospital, PX, Pxtra, Commissary and associated parking lots.

3. **Phase IV (weeks 10 through 13 of IET):** Phase IV will last approximately 4 weeks. Phase IV IET Soldiers have the following privileges/limitations:

- a. They will always have a battle buddy at all times of the day.
- b. They will not use, purchase or possess tobacco products.
- c. They will not consume, purchase or possess alcohol, regardless of age.
- d. They are not authorized to possess or wear civilian clothes.
- e. They will wear pistol belt with canteen and poncho attached when in BDUs with earplugs on the left pocket of the jacket. They will remain in BDUs unless sleeping, conducting PT, participating in unit sports, or conducting designated work details.

f. They are not authorized to drive or ride in a Privately Owned Vehicle (POV) or rental car. (Soldiers on weekend pass with their immediate family members during their arrival weekend may ride in a POV or rental car with family members.) If a parent or spouse arrives to visit their IET Soldier, company commanders should use discretion and allow the Soldier to spend time with them and ride in their POV on a case-by-case basis.

g. Phase IV Soldiers will normally be first priority for filling duty/tasking requirements.

h. IET Soldiers who arrive at Fort Gordon with their immediate family members (spouse or parents) may be granted off-post privileges (not to exceed 50 mile radius) during their first weekend at Fort Gordon. Their immediate family member must sign them in and out on this pass. Soldiers must be signed back in by 1600 hrs on Sunday, (or Monday at 1600 if Monday is a holiday).

i. IET Soldiers who arrive at Fort Gordon without family members may be granted on-post pass privileges. Soldiers must remain in BDUs or PT uniform. The Soldier will sign out when leaving the company area and sign in upon return. Soldiers will return no later than 1800 hours each day.

j. Phase IV Soldiers must pass a Diagnostic APFT with a score of at least 60 points in each event (chain of command discretion allowed for valid profiles), pass Class A and wall locker inspections, pass a phase test on general military and unit/branch information, demonstrate satisfactory academic performance and proper conduct in class (evaluated by the instructor), and demonstrate satisfactory Soldierization progress before going to phase V.

k. Phase IV Soldiers are allowed to have cell phones or two-way radios only during off duty hours. They are not permitted to carry them during duty hours or training events. As a safety precaution, they are not allowed to use head phones or hands free devices to talk on the phone.

l. Phase IV are permitted to possess portable electric devices i.e. small hand held electronic games, DVD players, small CD players, Walkman radio/CD players, MP3 players, etc.; as long as the items are listed on high dollar inventory for the unit.

m. Soldiers being separated for misconduct will remain Phase IV until they depart.

n. Soldiers who violate the alcohol or tobacco prohibition will remain in Phase IV for a time period of at least 30 days. On the second offense for alcohol or tobacco prohibition the Soldier will remain in Phase IV status until they depart.

4. Phase V (weeks 14 through 20 of IET): Phase V will last approximately 7 weeks. Phase V IET Soldiers have the following privileges/limitations:

a. They will always have a battle buddy; to include while on and off post day pass.

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b. They will not use, purchase or possess tobacco products.

c. They will not consume, purchase or possess alcohol, regardless of age.

d. Duty uniform is BDU's with gold phase badge, unless the specified uniform of the day requires pistol belt, etc. Phase badge will be worn on left front pocket of BDU, field jacket, or in Soldier's possession when wearing PT uniform. No badge will be present during physical fitness training. Phase badge will be worn at all times while on post, whether in uniform or civilian clothes but can be carried in Soldier's wallet/purse when off post.

e. They are authorized to wear civilian clothes while off-duty.

f. They are authorized on-post pass privileges as described within this Policy Letter.

g. They are not authorized to drive or ride in a POV or rental car (exception can be approved by the Company Commander).

h. Phase V Soldiers are granted off-post day passes on the weekends, but must maintain a battle-buddy while off post. Soldiers will be allowed, when given written authorization by the Battalion Commander, to receive an over night pass on the weekends. The Company Commander will approve all other passes. The unit chain of command will develop procedures to request and approve pass privileges. Company Commanders are the approval authority to grant/remove pass privileges. However, Drill Sergeants on CQ may deny a pass (one day at a time) for misconduct with the approval of the Company Commander or 1SG. It is imperative that the Drill Sergeant inform the Commander and 1SG of the pass revocation and reason for denial. Drill Sergeants can "hold" a student at the company until the Company Commander or 1SG is contacted for approval.

i. Phase V Soldiers are allowed to have cell phones or two-way radios only during off duty hours. They are not permitted to carry them during duty hours or training events.

j. Phase V are permitted to possess portable electric devices i.e. small hand held electronic games, DVD players, small CD players, Walkman radio/CD players, MP3 players, etc.; as long as the items are listed on high dollar inventory for the unit.

k. Soldiers being separated for drugs will be placed in a Phase IV status until they depart.

l. Soldiers who violate the alcohol or tobacco prohibition will be placed in Phase IV status for a time period of at least 30 days. On the second offense for alcohol or tobacco prohibition the Soldier will be placed in Phase IV status until they depart.

5. Phase V + (weeks 21 through end of course) and holdover Soldiers who have achieved Phase V+ privileges. Phase V+ IET Soldiers have the following privileges/limitations.

a. All of the Phase V privileges described above in para 4(h).

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b. They will have a battle buddy during the duty day and after duty when in the presence of a cadre member or instructor.

c. They may use tobacco products, if 18 years of age or older. But, **NOT** in presence of Phase IV and V IET Soldiers. Phase V+ Soldiers who use tobacco products are prohibited from using those products in the Brigade area. Tobacco products are not permitted in the barracks.

d. Only those Phase V+ Soldiers over the age of 21 may consume alcohol in authorized areas and NOT in the presence of Phase IV and V IET Soldiers. The only place for a Phase V+ Soldier, over 21 years of age, to consume alcoholic beverages on Fort Gordon is the Bowling Alley. Kegler's Lounge within the bowling alley and all other lounges associated with MWR facilities are off limits. No alcoholic beverages are permitted in the barracks or within the brigade area of operations.

e. Duty uniform is BDUs with Phase Badge. No pistol belt when in BDUs unless required for training. The phase badge will be worn on left front pocket of BDU or field jacket, or in Soldiers' possession when wearing the PT uniform. No badge will be worn during physical fitness training. Phase Badges will be worn at all times while on post whether in uniform or civilian clothes but can be carried in Soldier's wallet/purse when off post. Soldiers will wear an earplug holder on the left front pocket of the jacket.

f. Off-Post Passes for Phase V+ Soldiers are authorized by the Company Commander. All off-post passes are subject to unit recall.

g. They are authorized to drive or ride in a POV or rental car upon approval of their Company Commander. Soldiers in this phase are allowed to own a POV but must register it to operate or park it on post.

h. Married Soldiers in phase V+ may be authorized to live off-post, if spouse and/or children are in the immediate area, upon approval from their Company Commander. They are authorized weekday off-post passes during non-duty hours if there is no additional training scheduled or tasks to be performed. (They do not require a pass form and may depart at any hour after signing out with the CQ.) They are dismissed after completion of training until the 1st recall formation the next duty/training day. Only the Battalion Commander is authorized to recall a Phase V+ student who has been authorized to live off-post back on post.

i. Phase V+ Soldiers are allowed to have cell phones or two-way radios only during off duty hours. They are not permitted to carry them during duty hours or training events.

j. Phase V+ are permitted to possess portable electric devices i.e. small hand held electronic games, DVD players, small CD players, Walkman radio/CD players, MP3 players, etc.; as long as the items are listed on high dollar inventory for the unit.

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k.. Company Commanders are authorized to grant Phase V+ Soldiers permission to go off post during the duty day. Soldiers will be present for all formations and training.

l. Phase V+ Soldiers will be allowed to use personal linen on their beds in accordance with policies established throughout each battalion.

6. **Holdover and Inactive Soldiers** may be granted Phase V+ privileges based on conduct, performance and meeting the required number of weeks in IET IAW TRADOC Reg 350-6.

7. **Long Term Medical Profiles and Medical Holds**: Soldiers on medical hold or medical profile **will be** granted Phase V+ privileges based on conduct, performance, and meeting the required number of weeks in IET IAW TRADOC Reg 350-6. Soldiers waiting to take the EOC APFT will be given mandated recovery time IAW FM 21-20. Soldiers will not be Phased back or denied privileges because of medical profiles that prevent them from taking the APFT. Commanders have discretion of determining applicability for phase V and V+ privileges for Soldiers who fail the EOC, and then receive a medical profile immediately after failing the EOC, or failing it more than once.

8. **Personally Owned Electronic Equipment**: Because of space limitations and security, all IET Soldiers are prohibited from possessing televisions, computers (to include laptop computers), printers, large boom boxes and play stations. The only electronic devices they are allowed to have are: small CD players, Walkman radio/CD players, and small hand-held electronic games.

9. **Facility Privileges for IET Students**:

Facility	Restriction
All Post-Housing Areas	Off Limits to all IET Soldiers regardless of Phase or Holdover Status
Kelgers Lounge and all MWR Lounges and Sports Bars	Off Limits to all IET Soldiers regardless of Phase or Holdover Status
Barton Field during hours of darkness	Off Limits to all IET Soldiers. Exception – participation in unit sporting events, MWR Concerts and MWR sponsored activities
Stinson Guest House	Off Limits. Company Commander approval is required for exception when accompanied by immediate family members.
Gordon Lanes Bowling Center	Off Limits to Phase IV and V Soldiers. Exception – Phase IV and V allowed in Bowling Center during official functions only. Phase V+ Soldiers allowed during off duty hours.
Shoppettes at Gates 1 and 5	Off Limits to Phase IV and Phase V Soldiers
Gordon Club & Courtyard	Off Limits to all IET Soldiers. Exception – IET Soldiers allowed during official functions only.
Class VI Store	Off Limits to Phase IV and V Soldiers. Exception - Phase V+ over the age of 21 years only.

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Bingo Palace	Authorized for Phase V+ Soldiers only
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All IET Soldiers are permitted to use the following facilities:

- IET Club
- Library
- Post Exchange & facilities
- Clothing Sales
- Commissary
- Dinner Theatre
- MWR Facilities not specifically placed off limits
- Barton Field (Except during hours of darkness)
- GodFathers Pizza
- Indoor and Outdoor Pools
- PXTRA and mini-mall stores
- Golf Course
- Burger King
- Movie Theatres
- Riding Stables

10. **Barton Field Limitations:** Barton Field is off limits to all Soldiers in Advanced Individual training (AIT) of 15th Regimental Signal Brigade **during the hours of darkness** to ensure personnel safety and security. The only exception to this policy will be designated formations, Physical Training and supervised athletic activities, which may begin during or continue into hours of darkness.

11. **Pass Privileges for IET Students:** Commanders will document and maintain counseling for all Soldiers granted off-post day, overnight, and weekend passes. Counseling will include, as a minimum, accident prevention, safety, and points of contact.

Phase IV Pass Privileges

Type Pass	Hours of Pass
1 st Weekend w/family members	1800 Friday to 1600 Sunday
1 st weekend w/family – 3 day Weekend	1800 day of arrival until 1600 last day of weekend
1 st weekend w/family – 4 day Weekend	1800 day of arrival until 1600 last day of weekend
On-Post Weekday	No
On-Post Weekend	NET 0800 Until NLT 1800 each day
On-Post Holiday Weekend	NET 0800 – NLT 1800 each day
Off Post Passes	No

Phase V Pass Privileges

Type Pass	Hours of Pass
On-Post Weekday	No
On-Post Weekend	0800 Saturday until 0100 Sunday 0800 Sunday – 1800 Sunday

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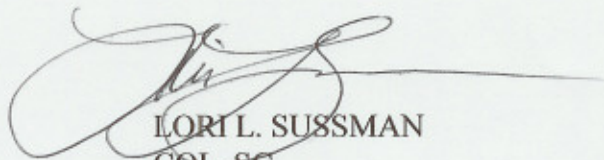
On-Post Holiday Weekend	0800 Friday until 0100 Saturday 0800 Saturday until 0100 Sunday 0800 Sunday until 0100 Monday
Off Post – Weekday	No
Off-Post Day Pass Regular weekend	0800 Saturday – 0100 Sunday
Off-Post Day Pass Holiday weekend	Saturday & Sunday Daily passes - 0800 – 0100 <i>Except those approved in writing by the Bn Cdr</i>

Phase V+ Pass Privileges

<i>Type Pass</i>	<i>Hours of Pass</i>
On/Off-Post Weekday	After training and unit tasks are completed - until 2100
Off-Post Days - Regular weekend	1800 Friday – 0100 Saturday - Saturday 0800 - 2100 Sunday
Off-Post Days - Holiday weekend	1800 Friday – 0100 Saturday - 0800 Saturday - 2100 Monday
Off Post Swings – Regular Weekend	0800 Saturday – 2100 Sunday
Off Post Swings – Holiday Weekend	0800 Saturday – 2100 Monday
Off Post Mids – Regular Weekend	1800 Friday – 1200 Sunday

Students involved in weekend training will not be permitted to go on pass until the training is completed and all unit tasks/missions are finished.

12. Violation of this policy memorandum by any 15th Signal Brigade Soldier provides a basis for disciplinary action under the Uniform Code of Military Justice or adverse administrative action.


LORI L. SUSSMAN
COL, SC
Commanding

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